The DTS-L may be used as an order writer. In this case, the government forms (DD Form 1610, DD Form 1351-2, and SF Form 1164) are used to process TDY authorizations and vouchers. Samples forms are provided at Attachment 1.

Although the final voucher will show a "computed amount", that is not being accepted by DFAS for processing. The DFAS clerk will still enter all applicable data into IATS and certify the payment.

The advantage of DTS-L at Level 1 is that no physical signature is required by DFAS on the DD Form 1610 (order). To sign in Block 20 is discretionary. The set-up of that signature block to electronically identify the authorizing official is sufficient. Your CTO may want a physical signature in that block. Only page one is required for printing.

The DD Form 1351-2 (voucher) currently residing in DTS-L is an older version. DFAS requires that the traveler sign in Block 20 and the Reviewed (AO) initial and date top right corner.

The SF 1164 (local voucher) is processed in the same manner as Level 2 LVs. A sample form is provided at Attachment 2.

Set-up assistance is available from the DTS-Army Office, DSN 703-602-1968.

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Attachment 1

Sample copies of standard DD1610 and 1351-2 forms printed by DTS-Limited, Level 1

18. REMARKS (Use his space for special propriegrants, leave, superior or fat class accommodations, excess leaguage, registration fear etc.) Commercial transportation will be to the traveler's Individually Billed Account (IBA/Government Credit Card). * Travel voucher will be submitted to DFAS-DNO, DEPT 3700, 8899 E. 56th ST., Indianapolis, IN 46249-3700, within 5 days of completion of travel. Official telephone calls and faxes authorized. 17. REQUESTING OFFICIAL (Title and signature) Joe Test Depot Manager AUTHORIZATION 18. ACCOUNTING CITATION GRE1111TJ0002^21^21^2001^2020^0000^2^22^2010^22^43139800000^2^XYZZ^00^21T2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2010^2172^2^4APC001^2^2^2010^2172^2^2^2^2010^2172^2^2^2^2^2^2^2^2^2^2^2^2^2^2^2^2^2^	REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations) (This form is subject to the Privacy Act of 1974 - Use blanket PAS - AF FORM 11) Travel Authorized as Indicated in Items 2 through 21.									1.	1. DATE OF REQUEST 07/02/01					
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Attachment 2

Sample copy of standard DD Form 1164, Local Voucher, from DTS-Limited, Level 1

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DATE:06/26/01 LOCAL VOUCHER (Continuation Page)
TRAVELER: Headman, Zeus A.
LOCAL VOUCHER NUMBER: TA-DA012TO-1

Travel to and from Savannah, GA, to attend LRA training.

ENTER IN TS"

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